

This course is designed for those new to working in projects, or non project staff who desire an appreciation of the project environment and project management terminology.

COURSE CONTENT

The syllabus includes all essential elements of Project Management including:

- Essentials of Project Management
- Project Context
- Project Success
- Benefits Management
- Stakeholder Management
- Project Management Plan
- Project Cost Management
- Risk Management
- Quality Management
- Scope Management
- Scheduling
- Resource Management
- Change Control
- Information Management and Reporting
- Issue Management
- Estimating
- Configuration Management
- Developing a Project Charter
- Directing and Managing Project Execution
- Monitoring and Controlling Project Work
- Procurement
- HR Management
- Time Management
- Handover and Closeout
- Organizational Roles
- Communication
- Teamwork
- Leadership Care, Custody and Control
- Maintenance Periods and Warranties
- Project Presentation

COURSE DELIVERY

1. Classroom - open course schedule. (2 days)
2. In-house - at your location. (2 days)

This course carries 12 PMI PDUs (Personal Development Units).

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WHAT IS IT ABOUT?

This course is designed to clarify and explain the basic aspects of a project and project management in order for participants to gain confidence in their project environment.

It will help individuals to recognise the key aspects of a project and the importance of their role within it. The course is also intended for those working in supporting functional departments whose work can impact on project success. This course provides an introduction to the Project Management Institute® (PMI)'s Body of Knowledge and covers all fundamental aspects of project management using the PMI's methodology. Delegates will be provided with pre-course access to eLearning content which is not mandatory but will enhance the workshop experience.